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**From:** Lobik Stephen [slobik@facil.umass.edu]  
**Sent:** 12/3/2010 8:02:42 PM  
**To:** Hanchett, James (DPH) [James.Hanchett@state.ma.us]  
**CC:** Pocsik Mark [mpocsik@facil.umass.edu]  
**Subject:** RE: Phones and data

Jim,

I can help you with this. They should be on each jack. How many phone / fax lines will you have in your new space across the hall? We also have to have the folks up on the 4<sup>th</sup> floor moved. I'll stop by sometime next week to start looking at jacks for this information. Have a good weekend.

Thanks,

Stephen

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**From:** Hanchett, James (DPH) [mailto:James.Hanchett@state.ma.us]  
**Sent:** Friday, December 03, 2010 2:43 PM  
**To:** Lobik Stephen  
**Subject:** RE: Phones and data

I have know idea where the jack numbers are.

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**From:** Lobik Stephen [mailto:slobik@facil.umass.edu]  
**Sent:** Friday, December 03, 2010 2:39 PM  
**To:** Hanchett, James (DPH)  
**Subject:** Phones and data

Jim,

Rick Grant from OIT emailed and told me all you (as TUG rep) need to do is give him the existing jack number and new jack number to move the phone line to. If you need a hand at doing this I can help out. Also new jacks need to be numbered by OIT.

Thanks,

Stephen

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